



Affiliated with Jewish
Education Service of
North America

Executive Committee

Dee Alfater Kline
President

Keri Snow
Vice President

Joel L. Adler
Vice President

Pam Spanjer
Secretary

Myrna Glassman
Susan Moss
Co-Treasurers

Paul Siernberg
Immediate Past President

Warren Jacobs
Jay Tenenbaum
*Executive Committee Members
at Large*

Janice P. Alper
Executive Director

Past Presidents

Michal Hart Hillman
Founding President 1992-1995

Linda Bressler
1995-1997

Kevin King
1997-1999

Board of Directors

Lisa Belinky
Paul Benamy
Marlene Caplan
Jane Cohen
Marianne Cook
Leslie Franco
Julle Gold
Susan Jacobson
Malcolm Joel
Jamie Platt Lyons
Madeline Sable
Lynn Saperstein
Lenny Schreiber
Cory Shaw
Beverly Stahl
Madeline Urken
Ellyse Zindler

Professional Representatives

Rabbi Steven Ballaban
Atlanta Day School Council

Terry Heard
*Atlanta Early Childhood
Directors' Council*

Billie Blumenthal
*Atlanta Education
Directors' Council*

*A Beneficiary and Partner of
Jewish Federation of
Greater Atlanta*

December 5, 2001

Consulting Service
Georgia Center for Nonprofits
50 Hurt Plaza SE, Suite 220
Atlanta, GA 30303-2914

Re: Ellen Mazer

To whom it may concern:

It is an honor and privilege to write a letter of reference for Ellen Mazer. We worked together in the Jewish community for eight years. Over that period of time she was a colleague from whom I learned many things, especially how a non-profit agency is regarded communally by donors and how to approach them.

Ellen worked with our agency to develop a strategic plan. She took this job very seriously. First she guided us in determining how to go about the process and who to include in the planning. She then outlined the steps we were to take. Finally, she implemented the process by facilitating meetings, sitting with subcommittees to work out fine points for reporting to the larger group and then reviewing the final document.

It was an extremely gratifying process. Having never been involved in this before, Ellen turned out to be a patient and thoughtful tutor to me and the lay board with which I work. She provided us with the latest research on how to move forward in the process and how to evaluate our work while we were implementing the plan.

What emerged from 12 months of work was a very substantial three year plan that guided our agency into the new century. Perhaps, one of the most important elements that emerged from our interaction with Ellen was how to frame our mission and keep re-examining it as we moved ahead with programs for the community.

We found Ellen to be a good listener. She synthesized our conversations, addressed our concerns and helped us crystallize our ideas. She is adept at working with people and gains their confidence with her skill and knowledge on how to work with groups and help them move forward.



I have chosen to highlight only one project where Ellen worked with our agency. However, during our eight year relationship, we worked together on many other things. She was helpful in teaching me how to develop a budget which would fulfill the guidelines specified by our funding body, The Jewish Federation of Greater Atlanta. Ellen also assisted me in writing grant proposals to organizations in order to gain extra funds for specific programs.

Another area where Ellen was of great assistance was in the area of Income Development. We were a fledgling agency when I began to work here nine years ago. We did not know how to go about raising extra money to support our programs. Ellen took us through a process which helped us to see where our money comes from, how much we need to do our work and how to make decisions which would not be detrimental to our function if we did not have the dollars necessary. Together we developed some templates for this process which we still use today.

Ellen Mazer is a serious and skilled professional. She is always up to date with information, keeps abreast of trends which impact non-profit organizations and always has the best interests of her clients at heart. I would not hesitate to engage her again should the need arise.

I believe that Ellen Mazer will be an asset to your Consulting Services. I give her the highest recommendation.

Sincerely,

Janice P. Alper
Executive Director